



**TOWN OF ACTON  
COMMUNITY PRESERVATION COMMITTEE (CPC) MEETING MINUTES  
March 8, 2022 - 7:30 PM  
Virtual**

**Present:** Dean Charter - Chair (DC), Bill Alesbury - Vice Chair (BA), Victoria Beyer (VB), Nancy Kolb (NK), James Colman (JC), Walter Foster (WF), Alissa Nicol - Associate (AN), Lori Cooney - Associate (LC), Ray Yacouby (RY), Carolyn Kilpatrick (CK)

**Absent:** Stephen Trimble - Clerk

**Others Present:** Kaila Sauer - Assistant Town Planner, John Mangiaratti - Town Manager (JM), Kelley Cronin - AHA Director (KC), Joe Will, Bill Klauer, Theresa O'Leary, Jeff Bergart, Fran Arsenault, Anne Forbes, Dot ?

DC called the meeting to order at 7:30 PM, read the notice regarding virtual meetings, noted that in the absence of the Clerk, AN would take minutes, and requested a Roll Call vote.

**Roll Call:**

Attending: Dean Charter (Chair), Bill Alesbury (Vice Chair), Tory Beyer, James Colman, Walter Foster, Alissa Nicol (Associate), Lori Cooney (Associate), and Nancy Kolb; Ray Yacouby joined after the Roll Call.

**I. Regular Business**

1. **Resident Concerns** – none

**2. Review and approve minutes from previous meetings**

NK moved to accept the February 8, 2022 draft minutes as final, seconded by CK. Motion approved unanimously with one abstention from CK.

## **II. New/Special Business**

### **3. Asa Parlin Project Update**

JM provided clarification for the committee that the project proposed in 2019 was originally planned as a phased project; as much stabilization as was possible was completed, a state earmark was leveraged which left a balance of >\$100K and spending was suspended to establish a plan. Goal is to renovate a centrally located place for community use - library, municipal, and community groups, also board/committee meeting space which is in short supply, the project included 5 bullets outlined in Town Warrant and the work for this year is a continuation of that. The project was reprioritized to "high priority" by the SB as a result of the reduction in requested amount; vision is to preserve a historic home, prevent further deterioration, and provide an indoor/outdoor amenity for the community.

Comments from committee members included - AN notes that pause in spending needed to happen to gather input from public and determine which of the 1970s additions would be removed, a public forum was held in November 2021. DC notes that matching funds were spent first as is requested by the CPC. RY notes that although it has been referred to as a Cultural Center, this project gets us a stable structure. JM responds that use as a cultural space is envisioned and it is in the center of town; in future, it will be a "place" and remainder of project may not qualify as historic preservation. VB agrees that money can be carried over because it is the same project, but incomplete; important part of civic complex.

### **4. Appointment with Roland Bourdon of Finance Committee - cancelled**

DC will attend FinCom meeting to provide members with project update.

### **5. 2022 Application Deliberation**

RY suggests that we deal with projects that have unanimous funding (Iron Work Farm windows, Windsor Green windows, Elm Street Tennis Courts, and Heath Hen Meadow Boardwalk), then those close to unanimous.

Woodlawn Cemetery Revolutionary Gravestones - JC suggests that one more year won't hurt. AN feels there is sufficient time to complete before 250th Anniversary Celebration even if funded next year

RHSO - AN feels that the cost of these services should be in the municipal budget rather than CPA as it is administrative, specialized, and supports statutory work. RY notes that municipal budget was voted on Monday by Select Board. NK suggests funding this year, and working to have Town Manager include in next year's budget.

Habitat Carlisle Road - VB funded this because the \$40K was available in her column. AN was short on funding, and felt that Town has supported this project with sale of land/home for \$1, \$60K from ACHC, and that Habitat has additional fundraising options and will sell the home once built.

Windsor Green Windows - RY reduced the allocation by 25% per “corporate budgeting” strategy

Audubon playground - DC suggests checking in with ST at the next meeting as the only person who’d like to see this project funded.

Asa Parlin - NK feels that it should be funded so the project can be completed. RY agrees, but funded at 75%. DC funded less than ask to balance his allocations. BA is concerned by the \$1.5 million cost of total project, built on premise that meeting space will be needed in future, concerned about the drop from original \$1.1 million ask to current ask, unclear on future aspects of project. WF not adverse to funding, but at a lower level; 2019 project was not open ended, the listed components came with specifics in application although not outlined in Warrant, anticipates funding either Woodlawn Chapel or Asa Parlin, not both. NK confused by project as people have spoken in different ways of support. CK would like to put more funds towards Open Space. JC willing to lower allocation to put more \$ in Open Space. RY notes that the project consists of historic preservation (building stabilization) and that funding for 2019 project from another source was spent first as CPC requests. DC notes that Town Manager lowered the requested amount due to pressure re: high cost. VB suggests committee uses an amount lower than ask to serve as placeholder for now. RY suggests median of \$250K. All members present agree.

Woodlawn Chapel - VB feels this is a “project before its time,” details included in plan are suggestions rather than specifics and this poses a challenge for committee. BA notes that the scope of the project funded by CPA is only the ramp and restroom. VB notes that these are interconnected with other aspects of project (ex moving the organ). DC listed \$100K for ramp, and notes that Citizen’s Petition [opposing project] will be heard at Town Meeting. CK put \$0 funding due to unresolved concerns. AN agrees with VB. BA believes petitioners support the project. LC notes that there is no lack or unmet need in community with chapel unavailable.

Shoddy Mill - RY, VB, CK, LC willing to increase their allocated amounts to full funding.

Revolutionary Gravestones (revisited) - AN and JC willing to fully fund.

Faulkner Homestead painting - DC notes that past advice is that painting is maintenance. VB clarifies that in this case it is historic preservation. DC and BA agree to change their allocations to full funding.

Gardner Field Playground - RY notes that project has received/raised significant funds and suggests group can fundraise to finish project. AN suggests that funding sources (community and state) are dried up. JC suggests that it be funded to complete project as this is important to committee. BA notes that the ask was for \$95K and that this phase includes landscaping and benches. VB suggests \$50K and landscaping can be done next year. LC notes that gate and shrubs are for safety. AN notes that hedge is for containment of children (some with special needs) and thus accessibility, as are benches for seniors and

parents. DC agrees to increase to \$75K. RY, BA, and CK agree to increase to \$50K.

Open Space - consensus for \$500K

### **III. Administrative Matters and Updates**

**6. CPC Best Practice Research Update** - no discussion, to be taken up again following Town Meeting.

Additional administrative matters brought by Chair -

Next meeting scheduled for 3/29/22 which is Election Day. Members are all in favor of changing meeting date to 3/22/22. Chair will be absent for a portion of the meeting to attend the Finance Committee and provide a project update to FinCom members. CPC will continue to meet virtually until after Town Meeting.

Select Board (SB) is seeking input from CPC regarding a potential increase to the CPA surcharge (from 1.5% to either 2%, 2.5%, or 3%). SB will decide whether to put an increase on this year's Annual Town Meeting Warrant. RY suggests this is ill-advised because more time is needed to do the necessary outreach. WF is also concerned that it is too rushed for this Town Meeting, and although supports an increase to 3% it should be done correctly. DC is SB Liaison to Council on Aging and will gather input from that group during an upcoming discussion. VB in favor of straight jump to 3%, and if put on this year's warrant with info about project's funded and exemptions available, would it increase awareness? BA not opposed to being on Warrant, but timing is tight. Sole purpose of CPA Best Practices discussion is to discover what options exist with community comparison exercise, what changes could be implemented that might extend the impact of dollars spent by Acton (ex 6 year rolling plan of Bedford and Wayland). RY notes that process is important, and if article does not pass, it is not advisable to bring back the following year. JC asks what is driving the push to do this right now. DC notes high profile potential open space purchases and high cost of those. WF notes that subcommittee formed in 2016 recommended a 3% increase, but the article was not put on the warrant at the time due to it being an override year, the lynchpin to success is that all four interest areas (OS, CH, HP and Rec) have been funded by Acton's program. AN is supportive of 3% increase on warrant this year. CK is supportive of increase, but concerned if it didn't pass. NK supportive of increase, but it is difficult to change the minds of people who already have an opinion, and education prior to that is important. LC supportive of increase this year, and isn't convinced it won't pass as it is supported by David Martin and Jim Snyder-Grant.

Kelley Cronin provided a bidding clarification - DHCD capital planning system was used for the cost included in the application; was asked by the committee for an estimate, so one was sought from Maynard Door and Window; construction cost is not known until project goes out to bid after funding is awarded and architect creates plans; there are large differences in bids and lowest bid must be chosen. BA asks about the change in the number of windows in the two estimates. KC explains that Maynard Door and Window counted the kitchen window as 2 windows instead of 1.

RY moves to adjourn the meeting, and NK seconds. The motion passes unanimously and the meeting was adjourned at 9:33 PM.

**Documents used at the meeting:**

CPC Meeting Minutes 22222.pdf  
CPC agenda 2022-3-8.pdf  
2022 Community Preservation Committee Applications  
2022 worksheet 1.0.pdf  
Woodlawn chapel petition.pdf

Documents can be found here: <http://doc.acton-ma.gov/dsweb/View/Collection-14377>

**Next Meeting:**

March 22nd

**For more information about Community Preservation Committee contact  
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